

New Routine Slip

PACMIRS DOCUMENT ROUTING SLIP

PACMIRS Doc. No. \_\_\_\_\_ Arrived PACMIRS \_\_\_\_\_  
WDC No. \_\_\_\_\_ Captured or Impounded \_\_\_\_\_  
Shipping Advice No. \_\_\_\_\_ Date \_\_\_\_\_

Description:

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Panel:

Priority

Liaison Officer (	)	_____
Liaison Officer (	)	_____
Army Ground Forces		_____
Army Air Forces		_____
Major Chan		_____
Research Chief		_____
Chief, PACMIRS		_____

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Remarks:

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Summary:

Received for summary \_\_\_\_\_ Prepared by \_\_\_\_\_

Checked by \_\_\_\_\_

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Itinerary	Initials	Date
Received Translation Section		
Translated by		
Team Leader		
Checked by Translation Control		
Received Editorial Section		
Edited by		
Received Production Section		
Typed by		

PACMIRS  
Camp Ritchie, Maryland

21 December 1945

MEMORANDUM TO ALL OFFICERS, PACMIRS:

SUBJECT: Civilian Employment in MIS

1. The following information which I obtained from MIS while in Washington yesterday, is passed on for your action:

a. MIS will have fifty-two (52) vacancies during January and probably a total of 220 during the next year. These vacancies are to be filled by civilians. Most of them will be in Civil Service Grades, P-2 through P-6 (salaries running from \$2,980 to \$6,230 per year). There are a few administrative jobs, however, most of the vacancies are in the research branches. The following branches of MIS, listed in order of number of people required, will have vacancies for properly qualified people:

1. Polce (Political, Economic and Sociological)
2. Scientific
3. Who's Who (Biographical research on individuals and firms)
4. Military Research
5. Topographic (Physical Geography)
6. Reports

2. It is contemplated that individuals in research jobs will be rotated once every three (3) years from Washington to various Military attache offices in foreign capitals.

3. If you are interested and feel qualified for a position of this type, please submit to me the following information:

- a. Expected date of discharge, amount of accumulated leave and estimate when you would be available for position.
- b. Salary desired and minimum salary acceptable.
- c. A detailed statement concerning your qualifications for such a position including education and experience both military and civilian, any articles you have written for professional journals, any supervisory positions you have held, hobbies and other special interests, marital status.
- d. Fill out questionnaire which can be obtained from my office.
- e. Indicate previous Civil Service status if any; if none, fill out Form 57 (obtainable from my office).

4. After above Forms are recieved the following steps will be taken:

a. I will forward all your papers to the Office of the Director of Intelligence where they will be screened. If the recruiting authorities feel they may have a position for you, they will attach your records from G-2 Personnel Office to the papers submitted and circulate all these records to the Branch Chiefs in MIS.

b. If any Branch Chief believes he can use your services, an interview in Washington will be arranged.

*George B. Brown*  
GEORGE B. BROWN  
Captain, CAC  
Deputy Chief, PACMIRS